

Public Safety Branch
Fire Group
Fire Medical Series

FIRE MEDICAL SERVICES EMERGENCY MEDICAL TECHNICIAN - PARAMEDIC

05/00 (LBT)

Summary

Under general supervision provides highly specialized and technical emergency medical care and transportation to victims of acute illness or injuries, to a medical facility, serves as senior crew member and is responsible for the vehicle and crew assigned to that unit; performs related duties as assigned ,e.g., communications, field, training, or medical record systems management.

Typical Duties

Performs functions of field paramedic as assigned. Involves: Driving or accompanying an ambulance to the scene of an emergency; evaluating the nature and severity of the illness or injury; performing emergency medical treatment as necessary; establishing radio or telephone communications with medical facility and advising physician of patient's condition; following physician's instructions regarding emergency treatment procedures and/or equipment and medication to be used; as required, performing invasive medical procedures under delegated medical practice of physician including venipuncture, airway management techniques such as endotracheal intubation and insertion of advanced alternative airways, administration of intravenous fluids and approved medications and defibrillation; supervising the operation and functions of the ambulance and its crew.

Perform functions in communications as assigned. Involves: under the direction of the dispatch supervisor performs special projects, call triage, call taking, dispatching, mapping, use of computer.

Perform function in Training as assigned. Involves: under the direction of the Training Chief performs special projects; conducts training classes and programs; develops lesson plans; maintains training records, reports and forms; participates in public education activities; performs minor repair of training equipment.

Performs function in Medical Records System Maintenance in the Administrative Division as assigned. Involves: appending, publishing and tracking electronic medical records; writing and amending tables; upgrading electronic medical record software, coordination with operations and field crews to amend or complete records; produces record when requested by administration; correcting incident number on patent record; searching system for requested records ; training personnel in proper procedures; working with vendors and billing to repair or for preventative maintenance of personal data assistant (pda), pda mounts and patient record printers; writing bid specifications for new personal data assistants; preparing and maintaining reports; performing related administrative duties.

Minimum Qualifications

Training and Experience: Graduation from high school or G.E.D., must have successfully completed training program leading to certification of E.M.T.-Paramedic by the El Paso Emergency Medical Services System Medical Director, plus twelve months experience in a pre-hospital emergency medical system.

Knowledge, Skills and Abilities: Extensive knowledge of: the principles and practices of emergency medical care; techniques used in providing emergency treatment. Ability to: operate a cardiac monitor/defibrillator and recognize lethal dysrhythmia; assess patient care needs; make accurate decisions under condition of extreme stress; instruct and supervise subordinates and lay persons; perform advance airway procedures such as endotracheal intubation and insertion of advanced alternative airway; administer intravenous fluids and approved medications; apply and monitor P.A.S.G.; perform venipuncture; implement appropriate safety procedures; communicate effectively and concisely, both orally and in writing; establish effective working relationships with medical personnel, fellow employees and general public; recognize a hazardous environment and take necessary corrective action.

Skill in the operation and care of: medical and communications equipment; computer and related software; a large motor vehicle through city traffic under normal and emergency conditions.

Physical Effort & Work Environment: Mobility within an office and field environment. Frequent operation of a large motor vehicle through city traffic. Frequent exposure to all kinds of weather, confined spaces, and dangerous situations on emergency calls such as hostility and undiagnosed diseases. Occasionally move very heavy objects (100 pounds or more) such as when lifting and carrying injured persons; climb, lie down, stoop, kneel, sit, stand, reach, twist, and bend. Must maintain appropriate level of physical fitness in order to perform the duties of the position. Periodically pass rigid physical fitness examination.

Special Requirements: Work beyond standard workday or workweek hours; subject to call-back during non-working hours and mandatory overtime.

All Emergency Medical Technicians employed by the Fire Department will be individually responsible for maintaining current required certification; must meet all requirements of Article 4447o and 4495b, Vernon's Annotated Texas Statutes and administrative regulations promulgated thereunder.

Licenses and Certificates: Texas Class "C" Driver's License or equivalent from another state. Must have current Texas state and local certification as EMT-Paramedic.

Director of Personnel

Department Head